

## **Trip Confirmation & Plans to Extend in Hawaii**

February 27, 2007

Greetings from your First Supply Travel Crew! As stated earlier we will be utilizing commercial flights instead of charter flights to Hawaii. Due to the somewhat limited number of daily flights from the Midwest to Hawaii; we have to make our basic ticketing plans very early.

### **Trip 1, January 18<sup>th</sup> to 24<sup>th</sup>:**

Minnesota facilities, La Crosse, Eau Claire, Plover and Rhinelander, WI.

### **Trip 2, January 24<sup>th</sup> to 30<sup>th</sup>:**

Dubuque, IA, Madison, Milwaukee, Appleton and Green Bay, WI.

### **Extending?:**

Crucial for us to reserve airline space is for us to know now if your travel plans will deviate from the existing schedule, i.e., who wishes to go early, stay later or both?

### **Transfers:**

All transfers provided with the program will only be on the regular program dates. You would be responsible for getting to and from the airport and hotel for any changed dates. If you alter your schedule, all related expenses will be your responsibility.

### **Extra Room Nights:**

If you stay at the Hilton Hawaiian Village (our program resort) each additional night will be \$255 + 11.4% tax between January 15<sup>th</sup> and February 2<sup>nd</sup>. If you wish to visit the other islands; Burkhalter Travel, our Travel Agency Partner, can help make arrangements.

### **Airline Ticketing:**

Presently we have blocks of tickets from various Midwestern airports for the program departure and return dates only. Unless you request to extend or make other arrangements; Burkhalter Travel will assign you space according to availability and the date we received your 2007 Official Registration Form. If you choose to extend and your tickets exceed the block rate, you will be responsible for any additional charges.

### **Seating Upgrades:**

You will also have the opportunity to upgrade seating arrangements at your expense. This can be arranged when making your travel plans with Burkhalter Travel.

**When Do I Start Calling Burkhalter Travel?:**

Not yet, please! We need the enclosed "Travel Options Form" faxed or mailed back by March 16th telling us your wishes. From this we can better determine transfers, flight block options and available seating. Remember, right now all we need is your extension plans.

**Who Do I Call If I Want To Extend?:**

Starting Monday, March 19<sup>th</sup> we ask that you call Burkhalter Travel's Pat Williams:

800-556-9286 ext. 250 / 608-833-6968 ext. 250 or [pwilliams@burkhaltertravel.com](mailto:pwilliams@burkhaltertravel.com)

If you do not return a "Travel Options Form" by March 16th we will assume you do not wish to extend on either end and the nearest available departure city fits your plans.

**Changes Later?:**

It will be difficult but not impossible. However, with Hawaiian travel and recent airline ticketing rules there could be significant charges.

We have an incredible program scheduled with more details to follow. For now, we appreciate your help in getting your flight plans finalized. If you have any questions please call me at 608-661-6993 or e-mail [ecollier@1supply.com](mailto:ecollier@1supply.com) right away versus holding the options form back.

Sincerely,

Elliot Collier  
VP Sales & Mktg Programs



**Contact Name:**

**Phone:** *Daytime number where you can be reached to discuss details.*



World of Opportunity Program – email: [wootrips@1supply.com](mailto:wootrips@1supply.com)  
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**Contact Info: Pat Williams**  
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